



PAPAKAINGA HOUSING POLICY AND PROCEDURE

Purpose

Mataora Incorporation supports whānau who wish to live on the Papakainga in Mataora.

Eligibility

Whakapapa to the Incorporation.

Shares

The Whānau Member must have shares in the Whenua. Those holding larger shareholdings will take precedence. A ballot may be required subject to the demand with oversight of the Management Committee.

Process

The Shareholder or Whānau Member is required to present a written application to the Committee of Management.

The following information is required in the first instance.

- Name of applicant (individual or Trust)
- Whakapapa to the Incorporation
- How the building will be financed and evidence of key finance. A fee of \$15,000 is required.
- Evidence of Whānau support and/or at least evidence that their Whānau have been informed of the tono
- An outline of the type of housing proposed
- Proposed timeframe for building project
- Resource Consent

Once the Committee of Management has agreed in principle for the project to proceed, the applicant must then:

- Agree to the terms of the Incorporation's Licence – which will include good stewardship clauses along with a set of standards in regard to the type of dwelling and maintenance/tidiness, rate payments
- Agree a land component, say 800sqm, subject of the Licence. Noting the land subject of the Licence can never be mortgaged.
- Enter into a Licence to Occupy Order with Mataora Incorporation Management Committee
- Provide a site plan of the proposal, carried out by a Surveyor

- Get the necessary building permit and resource consent from the Hauraki District Council

Conditions of Occupation

- That the items above have been completed and signed off by the Committee of Management
- That the 'Terms and Conditions' of the Licence to Occupy are adhered to (see below)
- That an annual papakainga fee be paid to the Incorporation as a contribution to the Whenua.

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MATAORA INCORPORATION LICENCE TO OCCUPY

We, the delegated members of the Management Committee of the above Incorporation, (hereinafter referred to as the Licensor) acting on behalf of the Mataora Incorporation hereby authorise a licence to occupy to (hereinafter referred to as the Licensee), over the area delineated on the attached plan being approximately situated in the land district of Waikato.

The Licensor, in accordance with the Order of Incorporation and amendments, hereby licence and authorise the Licensee to occupy the land described herein subject to the following Terms and Conditions:

- A.
 - 1. The licence shall be for the lifetime of the Licensee.
 - 2. This licence shall be auxiliary to any licence entered into by the Licensee for the purpose of borrowing and shall not prejudice its provisions.
 - 3. A copy of this licence shall be given to both parties.
- B. Notwithstanding anything contained elsewhere in this licence, unless the prior written consent of the Licensor has been obtained, the licence shall cease and determine (but without prejudice to the rights and powers of the lender under any lending deed) if:
 - 1. Any house constructed is removed from the site.
 - 2. Any house constructed ceases to be occupied for a period in excess of 6 months without prior notification of the Licensor.
 - 3. A house has not been erected on the site prior to the expiration of 2 years from the date of this licence.
 - 4. The Licensee wishes to relinquish the licence at any stage.
 - 5. The licence is in breach of any one or more of the Licensee's obligations under paragraph C hereof and such breach shall continue for a period in excess of 21 days after the Management Committee of the Incorporation by notice in writing to the Licensee requiring the Licensee to remedy the breach.
- C. The Licensee shall:
 - 1. Punctually pay a papakainga fee to the Management Committee, either by automatic bank payment on a regular basis or annually in advance. Current fee is \$1200.00 per annum - \$100 per month.
 - 2. Keep the house insured to its full insurance value against loss or damage by fire in the names of and for the respective interests of the Licensor, any lender and the Licensee.
 - 3. Keep the site and house clean and tidy.
 - 4. Not bring onto the Licenced area any animals whatsoever without the prior consent of the licensor.

Conditions of assignment

- 1. Any assignment of this licence must first be approved by the Licensor in writing.
- 2. The licence may only be assigned to the following groups of people:
 - i) Any Shareholder Whakapapa in the Mataora Incorporation.
 - ii) The personal representative of a deceased Licensee shall have the right to assign the licence to any person specified in i) above.

In the case of any dispute the Licensor shall have the power to determine, with all parties having the right of recourse to the Maori Land Court if necessary.

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Determination of licence

If this licence to occupy is determined and any improvements are taken over by the Licensor or some other party, the Licensee or this representative(s) shall be paid fair compensation.

Valuation

Unless there is mutual agreement, fair compensation should be determined by a registered Valuer.

General conditions

1. All establishment costs will be met by the Licensee.
2. Only one house or building for accommodation is to be built on this occupation site unless a separate occupation licence is granted.
3. The granting of this licence implies right of access over the parent land block as defined by the Incorporation Committee.
4. The licence to occupy gives the Licensee no additional right or responsibility over the balance of the parent block other than the rights and responsibilities of a shareholder in the Incorporation.
5. The licence gives sole use of the occupation area to the Licensee, but not to the exclusion of the Management Committee of the Incorporation subject to prior notice.
6. Such other condition as stipulated by the licensor from time to time which the licensor deems necessary for the general administration of the Licences to occupy issued or to be issued.

Signed by the above named as Licensee:

In the presence of Witness:

Name:

Signature:

Address:

Occupation:

Signed by 2 Management Committee Members:

i) Name:

Management Committee Resolution Dated:

Signature:

li) Name:

Signature:

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INSERT MAP LAND AREA FOR MATAORA INC PAPA KAINGA (Include Access Route)

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